

**TOWN OF MIDDLETOWN
TOWN COUNCIL MEETING MINUTES
MAY 12, 2025 | 7:00 P.M.**

The Town of Middletown Town Council meeting was held in the council chambers located at 7875 Church Street, Middletown VA on May 12, 2025 at 7:00 p.m.

Town Council Present

Mayor Charles Harbaugh IV
Vice Mayor Jeffrey Pennington
Councilor Carolyn Aliff
Councilor Jessica Chekaldin
Councilor Diane Newman
Councilor Jacob Skeith
Councilor George Smith

Staff Present

Town Manager & Public Works Superintendent Les Morefield
Chief of Police Gary Benedict Jr.
Town Treasurer Keith Smith
Town Clerk Christina Smith
NSVRC Senior Planner Amanda Kerns

1. Set Agenda

Mayor Harbaugh asked for a motion to set the agenda. Councilor Skeith made a motion to set the agenda. Councilor Aliff seconded the motion. All Councilors were in favor and the agenda was set.

2. Approval of Previous Meeting Minutes

Mayor Harbaugh asked for a motion to approve the Town Council minutes from April 14, 2025. Councilor Skeith made a motion to approve the minutes. Councilor Aliff seconded the motion. All Councilors were in favor and the minutes were approved.

3. Citizen Comments (3 minutes per person per meeting – max 30 minutes)

No citizen comments

4. Report of the Personnel & Finance Committee

Councilor Skeith made a motion to approve the Treasurer's Report. Councilor Pennington seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes
Councilor Chekaldin – Yes
Councilor Pennington – Yes

Councilor Newman – Yes
Councilor Skeith – Yes
Councilor Smith – Yes

Motion carried 6-0

5. Report of the Public Works Committee and Facilities Committee

Public Works Superintendent Les Morefield stated the bypass pump for the influent pit is underway and should be completed by the end of the week (Friday 5/16).

6. Report of Public Safety Committee

Councilor Pennington advised calls for service are in the packet.

7. Report of the Ordinance Committee

Councilor Newman made a motion to approve "REMOTE PARTICIPATION POLICY OF THE TOWN OF MIDDLETOWN, VIRGINIA." Councilor Skeith seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennington – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

8. Report of the Planning and Zoning Committee

Councilor Smith made a motion to appoint Joanne Berger to serve on the Planning Commission Board. Councilor Newman seconded the motion. Mayor Harbaugh asked for a roll call vote.

Councilor Aliff – Yes

Councilor Chekaldin – Yes

Councilor Pennington – Yes

Councilor Newman – Yes

Councilor Skeith – Yes

Councilor Smith – Yes

Motion carried 6-0

9. Report of Special Committees

Mayor Harbaugh announced our Memorial Day Wreath Laying ceremony will take place on Monday May 26, 2025 @ 1 p.m. at the veteran's memorial.

10. New or Unfinished Business

Mayor Harbaugh set the Work Session meeting for June 2, 2025 @ 7:00 p.m.

11. Petitions and Communication

Mayor Harbaugh read a thank you card from town clerk Christina Smith for flowers sent for her mother's passing.

12. Adjournment

Mayor Harbaugh adjourned the town council meeting at 7:06 p.m.

Christina Smith
Municipal Clerk

Charles Harbaugh, IV
Mayor